



DELAINE EASTIN
State Superintendent of Public Instruction



September 15, 2000

To: Selected County Superintendents
Selected District Superintendents
Selected Charter School Principals
Selected Special School Principals

From: William L. Padia, Director
Policy and Evaluation Division

Subject: **Extension of Deadline to Correct 2000 STAR Interim Demographic Report**

On August 30, 2000 I sent you a memorandum describing the process for correcting data errors that may have occurred for schools in your district on the 2000 Standardized Testing and Reporting (STAR) answer documents.

Your district has not responded as of September 15, 2000.

Due to the large number of districts and schools that have yet to respond, we are extending the deadline for notification and correction. Please review each of your school's reported data and correct any data errors. The *2000 STAR Interim Demographic Report* on the internet contains STAR demographic data that will be used in the calculations of the Academic Performance Index (API) and as background factors used in the calculations of 2000 similar schools. Attached is a brief description of the column headings found on the report (Data Elements:2000 STAR Interim Demographic Report). The *2000 STAR Interim Demographic Report* and the August 30, 2000 memorandum with the report layout can be found at:

<http://www.cde.ca.gov/psaa/api/00demog>

Steps for Notification and Data Correction:

1. Review the information for your schools. All schools with 11 or more students tested are shown in the reports.
2. If no schools in your district have data elements marked with an asterisk, there is no need to do anything.
3. For data elements marked with an asterisk, determine whether your STAR demographic data are correct.

4. If you believe the data for all your schools are correct, even though some are identified with an asterisk, e-mail the EPIC Unit, epic@cde.ca.gov, and certify that the data are correct.
5. If the exemption information or the enrollment on the first day of testing is in error, if these fields are marked with "NR" (no record), notify the Standards and Assessment Division at STARENRL@cde.ca.gov. **The new deadline for notifying the Standards and Assessment Division is September 22. Do not notify Harcourt of this type of error.** Note that schools are identified only if the number of pupils tested is more than ten more than the enrollment on the first day of testing minus the total number of exemptions. If NR appears in the report, this means that the data have not been submitted to the Assessment Office. This information is critical in determining a school's eligibility for awards and **must** be supplied to the Standards and Assessment Division.
6. If you believe that a data element other than enrollment is incorrect and elect to fix it, first notify the EPIC Unit, epic@cde.ca.gov. We will not report an API until you have had the opportunity to correct the data. You then need to call Jim Overturf at the Harcourt STAR Service Center, 1-888-782-7882, ext. 6140 to notify Harcourt of the errors. **The new deadline for notifying the CDE and Harcourt about the existence of data errors is September 22, 2000. The deadline for sending data corrections to Harcourt is noon on September 29, 2000.**

Please be advised that this is your final opportunity to correct your 2000 STAR data. Harcourt must receive data corrections by noon on September 29, 2000 in order to update the data file used to create the API. The responsibility for any and all costs arising from correcting data is the district's alone.

7. The following data elements must be certified correct or corrected through Harcourt in order for the CDE to calculate and report a valid API: ethnicity, free and reduced price lunch participation, and grade first enrolled in the district.
8. Schools with data corrected through Harcourt will not appear on the October 4, 2000 release of API data. It is anticipated that the final API release with corrected data will be in late November or early December, 2000. Correcting data through Harcourt will NOT affect eligibility for awards.

If you have questions, please contact the Educational Planning and Information Center (EPIC) at (916) 657-2273.

Attachment

Data Elements: 2000 STAR Interim Demographic Report

County-district-school number and name of school (1st row)

ENR = Number of students tested (2nd row); number enrolled 1st day of testing (3rd row)

EXMP = Number of students exempted due to IEP (2nd row); parent request (3rd row)

GRADE = first & last grade tested (2nd row); grade span of entire school (3rd row)

AA = African/African American: number tested (2nd row); percent of total students tested (3rd row)

AI = American Indian or Alaskan Native: number tested (2nd row); percent of total students tested (3rd row)

AS = Asian/Asian American: number tested (2nd row); percent of total students tested (3rd row)

FI = Filipino/Filipino American: number tested (2nd row); percent of total students tested (3rd row)

HI = Hispanic/Latino: number tested (2nd row); percent of total students tested (3rd row)

PI = Pacific Islander: number tested (2nd row); percent of total students tested (3rd row)

WH = White (not of Hispanic origin): number tested (2nd row); percent of total students tested (3rd row)

OT = Other/Multiple Response/Blank: number tested (2nd row); percent of total students tested (3rd row)

PE1 = Parent education, “not a high school graduate”: number tested (2nd row); percent of total students tested (3rd row)

PE2 = Parent education, “high school graduate”: number tested (2nd row); percent of total students tested (3rd row)

PE3 = Parent education, “some college”: number tested (2nd row); percent of total students tested (3rd row)

PE4 = Parent education, “college graduate”: number tested (2nd row); percent of total students tested (3rd row)

PE5 = Parent education, “graduate school/post graduate training”: number tested (2nd row); percent of total students tested (3rd row)

INDEX = Parent Education Index: weighted average of PE1 through PE5 (2nd row); percent of answer documents with parent ed response (3rd row)

ELL = English language learners: number tested (2nd row); percent of total students tested (3rd row)

NSLP = National School Lunch Program: number tested (2nd row); percent of total students tested (3rd row)

DM = District mobility: number (2nd row) and percent (3rd row) of students tested in their first year in the district

SM = School mobility: number (2nd row) and percent (3rd row) of students tested in their first year in the school